

October 3, 2013

Local Agency Formation Commission
105 East Anapamu Street
Santa Barbara CA 93101

Strategic Planning Workshop

Dear Members of the Commission,

RECOMMENDATION

It is recommended that the Commission participate in the Strategic Planning Workshop and Provide Direction to Staff.

DISCUSSION

Attached to this cover letter is a Strategic Planning Workshop Agenda prepared by Bill Chiat, President of the Alta Mesa Group. Mr. Chiat submitted a Proposal for Professional Services to conduct a Strategic Planning Session for your Commission (attached). Mr. Chiat's proposal was approved by the Commission at the September 5, 2013 meeting. Bill is an experienced professional facilitator who has conducted many sessions in leadership practices, organizational development and board governance. He also served as the Executive Director for the California Association of LAFCO's for many years.

The purpose of the Strategic Planning Session is to examine and evaluate the way the Commission currently operates, set goals and objectives for the future, review the Commission's interaction with staff, other agencies and CALAFCO.

At the September 5, 2013 meeting the Commission came up with a number of discussion topics. The list includes, but is not limited to, the following:

1. Rules and Procedures/Commissioner's Handbook – Are changes necessary?
2. Rosenberg's Rules of Order. Do we need them?
3. Policy on Fee Waivers/Reductions

4. Pending Legislation – How active should SBLAFCO be in following CALAFCO legislation?
5. Website – Do we need to update and/or expand?
6. Interaction of Commission and Executive Officer
7. Community Outreach – How active/proactive should the Commission and staff be in reaching out to the community and other government agencies?
8. SBLAFCO Structure – Independent Staff vs. Professional Services Contract?
9. CALAFCO Interaction – State Policies on CEQA, Planning, Resources (water, etc.), and Agricultural preservation.
10. Do we need a Consent Calendar?


In addition, there are a number of other items of interest that could be discussed given the time constraints. These include:

11. Discussion on staffing needs and business model post July 1, 2015
(Related to item #8 above)
 - a. Executive Officer as an employee?
 - b. Other staffing needs, Commission Clerk, Legal Counsel?
 - c. Independent staff costs, what will it cost and how does LAFCO pay for it? Benefits such as retirement, medical, vacation and sick leave, insurance, purchasing, bill paying, etc.
 - d. Office space.
12. Reimbursement of travel expenses. Should the County's travel policies apply to LAFCO?

This is an ambitious list of possible discussion topics, many of which may need to be discussed at future Commission meetings. I look forward to seeing you on October 3, 2013, from 10:00 a.m.-2:30 p.m. at the Lake Cachuma Recreational Center.

Please contact me if you have any questions.

Sincerely,



PAUL HOOD
Executive Officer